



## **Annex J**

### **EMERGENCY MEDICAL SERVICES**

#### **I. PURPOSE**

This annex includes the process for coordinating medical and other personnel during emergencies.

#### **II. SITUATION DEFINED**

The University needs to be organized to respond to emergencies that result in casualties on campus and to utilize campus resources as needed. North Colorado Medical Center (NCMC) will handle the treatment of casualties during major medical emergencies and act as the primary response authority to any medical treatment that requires a 911 call. If an emergency occurs on campus and/or campus facilities are needed as reception areas for evacuees, the staff of the UNC (University of Northern Colorado) Student Health Center may assist in providing treatment.

#### **III. ASSUMPTIONS**

- A. Medical emergencies may be the primary situation that requires a response (pandemic, outbreak of communicable disease, etc.) or a result of a disaster (fire, hazardous material spills, and natural disasters). Additional results of disasters may also occur (contaminated food and water, emotional trauma).
- B. NCMC paramedics/ambulances will be the primary responders in crisis requiring treatment of casualties. Paramedics who respond to the initial call for medical assistance will oversee field medical incidents, triage, etc.
- C. Physicians and other medical facilities in the Greeley community will be contacted by NCMC if multiple casualties have overwhelmed their capacity to provide treatment. Additional resources in Weld County will be organized through NCMC.

- D. The Student Health Center staff will participate in triage, providing first aid, and in providing outpatient treatment. The Student Health Center facilities will be used for treatment and for coordinating campus response.
- E. In case of a communicable disease outbreak, the Student Health Center staff and the Weld County Department of Public Health and Environment will be the primary responders.

#### **IV. READINESS**

- A. The Student Health Center staff will maintain CPR and First Aid skills.
- B. The Student Health Center will inoculate against disease outbreaks and will maintain immunization records as mandated by Colorado law.
- C. The Student Health Center will maintain plans for responding to medical emergencies on the UNC campus. The plan will name the individuals who will act as coordinators.

#### **V. EMERGENCY RESPONSE**

- A. Upon notification of an emergency, the Medical Officer or Immunization Coordinator will:
  1. Establish contact with designated campus personnel.
  2. Notify NCMC about the nature of the emergency and the expected casualties.
  3. Maintain contact with NCMC regarding their availability for receiving patients and plans to use other Weld County facilities.
  4. In the event of an outbreak of communicable disease, the Medical Officer or the Immunization coordinator will contact the Weld County Department of Public Health and Environment. The State Health Department will be contacted if needed.
- B. The Student Health Center Clinic Manager will organize nursing staff to receive evacuees and/or those in need of outpatient

treatment at the Student Health Center. This will include preparation for distributing medications and vaccines.

- C. The Student Health Center Clinic Manager will dispatch staff to locations where they are needed to assist paramedics in administering CPR and/or first aid as staffing allows.

## **VI. RECOVERY**

- A. The Student Health Center will continue providing outpatient nursing care as needed.
- B. The Medical Officer will coordinate with the Finance and Administration Section Chief to ensure that all necessary paperwork is filed with State and Federal agencies.
- C. Student Health Center staff will participate with the rest of the campus in evaluating the effectiveness of the emergency response plan.

## **VII. RESPONSIBILITIES**

- A. The Student Health Center will:
  1. Act as outpatient clinic and treatment center for minor injuries.
  2. Ensure inoculation of students and coordinate with the Weld County Department of Public Health and Environment to provide inoculation of faculty and staff against disease outbreaks.
  3. Provide medical care at campus shelters for evacuees as needed and as staffing allows.
  4. Communicate with local and state medical and health agencies as is appropriate for the emergency.
- B. Weld County Paramedic and Union Colony Fire/Rescue personnel will:
  1. Coordinate medical response in the field, including administering CPR, first aid, and triage.
  2. Arrange for transport of casualties to NCMC, UC Health, or other Weld County facilities.

- C. University Police Department and Greeley Police Department personnel will:
  - 1. Block off potentially dangerous areas.
  - 2. Provide crowd control.
  - 3. Assist in transport of casualties and evacuees.
- D. North Colorado Medical Center will:
  - 1. Act as the primary response authority and provide emergency medical treatment.
  - 2. Coordinate with local medical providers and facilities to manage all casualties.
  - 3. UC Health and Medical Center of the Rockies will serve as alternative sites.
- E. Weld County Coroner will:
  - 1. Identify casualties.
  - 2. Make appropriate notification of next-of-kin.
  - 4. Coordinate with local agencies for funeral and burial arrangements.
- F. American Red Cross and/or other volunteer organizations will:
  - 1. Coordinate with campus personnel to respond to inquiries of families about the status of casualties.
  - 2. Provide other support as requested.
- G. When the emergency is primarily medical, the Immunization Coordinator will be the designated Medical Officer reporting to the Logistics Chief.

## **VIII. PUBLIC QUARANTINE**

Typically, all quarantine measures will be voluntary and will be implemented at the direction of the UNC Student Health Center, in

coordination with the Weld County Department of Public Health and Environment and other members of the UNC community.

## **IX. BASIC FIRST AID EQUIPMENT**

A variety of medical supplies are available in various university buildings. Items range from basic first aid equipment, overdose medication, bleed control kits, AEDs (Automated External Defibrillator), and fire extinguishers. All supplies are available in the case of an emergency by contacting any of the areas below:

- A. Housing & Residence Life: each front desk and custodial break room
- B. Dining Services: each dining hall
- C. The Student Health Center
- D. The Ben Nighthorse Campbell Cancer Rehabilitation Center
- E. Gunter Hall: School of Nursing
- F. Athletics: Training Room
- G. UNCPD: each police vehicle
- H. Facilities Management: each individual shop, truck, and the front office of Parsons Hall
- I. Campus Recreation Center
- J. Campus Commons
- K. University Center (UC)
- L. Student Life – Office of Health Promotion